

# BAI Architecture

## BOS

51 Sleeper St.  
6th Floor  
Boston, MA 02210  
617.542.1025

## COL

875 N High St.  
Suite 300  
Columbus, OH 43215  
380.900.8887

## LA

360 E 2nd St.  
Suite 300  
Los Angeles, CA 90012  
213.337.1090

BAI Architecture, Inc.  
Matthew Hyatt, AIA, IIDA, LEED AP  
Florida License AR102668

To: Rogelio A. Madan, AICP  
Chief of Community Planning & Sustainability  
City of Miami Beach  
1700 Convention Center Drive, 2nd Floor  
Miami Beach, Florida 33139

From: Matthew Hyatt, AIA, IIDA, LEED AP BD+C  
President, BAI Architecture, Inc.  
License Number: AR102668

Date: May 02, 2025

Subject: Cactus Club Cafe  
850 Commerce Street  
Miami Beach, FL 33139  
Architect's Project No. 20240136.00

Dear Mr. Madan,

Below are responses to your comments from 4/25/25 regarding application **DRB25-1096**:

### PLANNING COMMENTS:

#### 1. APPLICATION COMPLETENESS

a. Include the cost of estimate under a separate cover or in the letter of intent.

**Cost estimate of \$3,257,084.64 was provided LOI.**

b. The Letter of Intent for Design Review Board shall include and respond to all review criteria per section 2.5.3.1 .Provide a subtitle, number questions as presented in the code a to s.

**LOI has been updated to include responses to questions a-s titled Compliance With Design Review Criteria, Section 2.5.3.1**

c. LOI: Clarify if the project is requesting any waivers and or variances.

**LOI has been updated to clarify that the project is not requesting any waivers or variances**

d. LOI: Clarify/include that this project is an NIE and requires Planning Board approval and that Sound, occupancy & operations will be reviewed and approved by PB.

**LOI has been updated to clarify that this project is not an NIE and will not require Planning Board approval for a CUP.**

e. On a separate sheet provide occupancy load and proposed number of seats. note this information on the LOI as well.

**LOI and separate sheet 43 (Part of "05-02-2025 Architectural Civil Landscape Plans and Exhibits") have been updated to show occupant load and proposed number seats.**

f. If applicable. Provide a previous board order.

**05-02-2025 Staff Report & Draft order is supplied in final submission.**

g. Files cannot exceed 25 MB, divide the plan set in 2 or more sets if required.

**All file sizes have been updated to be under 25MB**

h. Plans should be formatted to 11x17 size. Please print one set and revise the text, dimensions, and scales (or graphic scales) for better legibility.

**All plans have been updated to be 11x17**

i. Plan set should be organized in the same sequence as the check list items 11 a- to q 12 to 43.

**All plans have been organized and renamed in the same sequence as check list items 11 a-11q, 12-43**

j. Zoning Data: G00: Provide the CMB zoning data on a separate page. Provide DRB file number on item 2

**CMB zoning data have been provided on a separate page. DRB file number has been added to item 2.**

k. All PDF files must be named with the submittal deadline date and the type of document in the following format 'MM-DD-YYYY Document Name'. For example, if the deadline for first submittal is October 29, 2017 the file name would be '10-29-2017 Application'. See additional instructions at the end of these comments.

**All file names have been renamed with the submittal deadline date and the type of document in the format "MM-DD-YYYY Document Name"**

## 2. ARCHITECTURAL REPRESENTATION

a. Add "FINAL SUBMITTAL" and DRB File No. to front cover title for heightened clarity.

**FINAL SUBMITTAL – DRB25-1096 in large text has been added to cover sheet (G00)**

b. Final submittal drawings need to be DATED, SIGNED AND SEALED.

**All final submittal drawings have been dated, signed, and sealed**

c. After page A05.1, on a separate page, provide a detailed and enlarged floor plan for the front and rear areas from the exterior walls to the property line. provide existing setback dimensions and proposed rear setback dimension for the enclosure screen.

**Separate sheet provided showing information requested.**

d. The proposed recessed sconces located on the front wall/fence are OK per detailed image on page A02.5. However, the renderings are not consistent, there are differences from what is shown on page A02.6 and the other renderings, staff favors what is shown on this page (smaller sconces), please update the renderings so all of them are consistent.

**All renderings have been updated to consistently show the same proposed recessed sconce.**

## 3. DESIGN RECOMMENDATIONS

**None**

## 4. ZONING COMMENTS

**None**

## 5. NOTES

a. These comments have been provided as a preliminary review of the documents and plans submitted and are subject to additions and/or deletions pending further review. Final Submittal File Naming All PDF files must be named with the submittal deadline date and the type of document in the following format 'MM-DD-YYYY Document Name'. For example, if the deadline for first submittal is October 29, 2017 the file name would be '10-29-2017 Application'. Use this naming format for first and final CSS submittals.

**All file names have been renamed according to instructions listed in comments.**

The uploaded file retains the name as it has been saved on your computer. The file name cannot be changed, and the file cannot be deleted once it is uploaded. Please use names for the most common types of files. If the document type is not listed below, please use a document name that clearly identifies the file.

Document Name Description Application Completed Land Use Board Application form including Exhibit A LOI Letter of Intent Checklist Pre-application Checklist Labels Mailing Labels, List of Property Owners, Certified Letter and Map BTR Copies of Previous Business Tax Receipts Survey Recent Signed and Sealed Survey Plans Architectural Plans and Exhibits Landscape Landscaping Plans and Exhibits HRR Historic Resources Report Microfilm Building Card and Microfilm Traffic Traffic Study Sound Sound Study

**Noted**

All pages of a document must be uploaded in one PDF file. Do not upload individual pages of a document.

**Noted**

PLANNING ADMIN:

All fees and paper submittal must be paid and delivered to the Planning Department at 1700 Convention Center Drive, 2nd Floor, Miami Beach, by 1:00 p.m. on the due date. Please consult the Land Use Board calendar for due dates. Delays in payment or delivery times/date will result in applications being moved to the next available hearing.

**Noted**

The paper submittal shall consist of the final versions of the documents which were approved for this application and MUST be consistent with the electronic plans / documents reviewed and approved for which a Notice to Proceed was issued. Nothing can change between the Formal Submittal and the scheduled date of hearing.

**Noted**

Each file document must be labeled by day of submittal and document name.

**Noted**

Email owners mail labels in Excel.

Page 1 of Application: Property Information – Please attach Legal Description as “Exhibit A”.

**Legal Description provided as Exhibit A**

Page 6 of Application: Incomplete Disclosure – Disclosure must include all owners with corresponding percentages (%) of ownership who hold 5% or more.

**Application has been updated with all owners and corresponding percentages**

Page 7 of Application: Incomplete Disclosure – Trustee: Disclosure must name and include percentage of ownership of the entity or person who owns the trust and all beneficiaries.


**Application has been updated with all owners and corresponding percentages who owns the trust and all beneficiaries**

Page 8 of Application: Compensated Lobbyist: All members representing or speaking on behalf of the owner/applicant must be registered as a lobbyist with the City Clerk.

**All members representing or speaking on behalf of the owner/applicant will be registered as a lobbyist with the City Clerk.**

ADDITIONAL ARCHITECT’S COMMENTS:

**11f, 11g, and 11p were confirmed by Rogelio Madan via email on 1/28/25 as not required for this project as no additional floor area is being built**

Submitted:  \_\_\_\_\_

Date: May 02, 2025

Matthew Hyatt, AIA, IIDA, LEED AP BD+C  
President, BAI Architecture, Inc.  
License Number: AR102668

cc: Joe Vecchione AIA, Associate, Senior Architect, BAI Architecture, Inc.  
Michael Kotowski, P.E., Senior Project Manager, McNamara Salvia  
Coy Macy, P.E., Director, Henderson Engineers, Inc  
Duncan Bath, Senior Portfolio Manager, Cactus Club Cafe